



Texas Department of Health

Charles E. Bell, M.D.
Executive Deputy Commissioner

<http://www.tdh.state.tx.us/hcqs/plc/ceo.htm>
Code Enforcement Officer Registration Program
Professional Licensing and Certification Division
1100 West 49th Street
Austin, Texas 78756-3199
512/ 834-4517

June 15, 2001

Re: Texas Board of Health Advisory Committee Appointments

Dear Stakeholder:

The Board of Health requests your assistance in providing nominees for membership on an advisory committee. Vacancies occur due to completion of terms of service or resignation, and we solicit your recommendations for qualified candidates to serve on the Code Enforcement Officers' Advisory Committee. The purpose and tasks of this committee are stated in the rules enclosed with this letter. It is anticipated that the committee will meet at least once during the next twelve months.

The positions requiring appointments are for three registered code enforcement officers; one structural engineer; two consumers, one of which must be a certified building official; and one person involved in the education and training of code enforcement officers, to serve a term of up to six (6) years. The length of the term of appointment must be staggered, and will be determined at the first meeting of the advisory committee. If you wish to be considered as a nominee for any of these positions, please complete the enclosed Application for Advisory Committee Appointment (Form AG-50). If you wish to recommend a nominee, please have the nominee complete and sign the form. Completed applications, including two letters of recommendation, should be mailed to the following address by July 13, 2001.

Yvonne Feinleib
Code Enforcement Officers Registration Program
Texas Department of Health
1100 West 49th Street
Austin, Texas 78756
512-834-4517 (phone)
512-834-6676 (fax)

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Please note that the application requires the submission of two letters of recommendation from professional and/or civic organizations. Applications without two letters of recommendation will be deemed incomplete and will not be forwarded for consideration. Additionally, resumes or curriculum vitae will not be considered. Both Form AG-50 and the letters of recommendation should be typed or written in dark ink, so that they will be legible when photocopied.

In selecting members to serve on an advisory committee, the Board of Health considers the individual's qualifications for the position, background, and interest in serving on the committee. The Board also attempts to achieve diversity by consideration of ethnicity, gender, and geographic location in order for advisory committees to represent the diversity of all Texas citizens.

Due to current legislation concerning reimbursement of advisory committees, travel expenses must be the responsibility of the advisory committee members. Therefore, members will be required to pay for their own transportation, lodging, meals, parking, taxis, and other incidental expenses.

Sincerely,

Richard B. Bays, Associate Commissioner
Health Care Quality and Standards

Enclosures